

# Simple Steps for Hosting a Clothing Swap/Fashion Exchange

## Choose a Theme:

- Neighborhood friends, club/group, even your child's school - all make excellent choices for a swap.

## Decide How Many People:

- Aim to have at least 5 people attend so that everyone is able to swap clothing with at least two other people. There's no limit on the number – but the larger the group, the more coordination and planning it takes to make the swap happen.

## Pick Your Space:

- For small-group swaps you can hold it at a home. Libraries, community halls, school gyms, even wine bars are great for holding swaps.

## Food and Drinks:

- Small bites & fun drinks (include non-alcoholic options) are a must. Ask participants to bring an appetizer or something to drink. For larger groups, charge a small fee to cover catered appetizers or desserts.

## Set Guidelines:

- What is an acceptable swap? Casual clothes? Seasonal clothes? No footwear? Jewelry? Narrow what's included so there's plenty to choose from

## Design and Send the Invite:

- Electronic is best so you can track attendance/replies. Be sure to include a description of what to bring and what the participants can expect: how many items (max) to bring, "clean, gently used" items in excellent/very good condition. And if you want them on hangers – be sure to let people know.

## Running the swap:

1. Set up: Make sure the space is big enough for browsing. If you're going to have a clothing rack, ask people to bring hangers. You need tables for anything folded. Set up size areas for clothes.
2. Use a "straight swap" system is easiest – bring an item, swap for an items, bring 3 items, swap for 3, etc. Set a maximum number.
3. Check in and Tokens: Have guests check in at a table near the front door. Have them unload their swap items before mingling and give tokens for each item.
4. Welcome the group: talk about the why behind the event – environmental sustainability, etc. If you charge a fee for the event, where is the \$\$ being donated? Share Fashion industry facts, etc.
5. Have an area for try-on if needed
6. Set some rules: participants should only take 1-2 items at a time (not hoard), etc.

Enjoy the swap and take photos for social media and to share with the participants!

**After the event/party:** Donate anything left and send a thank you with pics!